

PERSONNEL AND TRAINING BUREAU

**NOTICE**

1.12

February 8, 2010

**TO:** All Commanding Officers

**FROM:** Commanding Officer, Personnel and Training Bureau

**SUBJECT:** MANAGEMENT OF THE DEPARTMENT'S E-LEARNING SYSTEM

Over the last few years, the demand for on-line training has increased significantly. Given the number of mandated training deadlines that are due simultaneously, drastic measures are being taken to enable the servers to meet current demands.

Effective immediately, access to all e-learning will be restricted to the following courses:

- 1) Mandatory Roll Call Training – Course 211
- 2) Mandated Equal Employment Opportunity (EEO) Training - Course 210

The NECS CLETS recertification training is still mandated for completion by March 31, 2010. It can be accessed directly by using the following link to the Department of Justice website, <http://fieldops.doj.ca.gov/fieldops.asp> (User ID: fieldops, Password: D0j1066!). Credit for the training will be given when the final certificate is presented to your Training Coordinator for input into the Learning Management System.

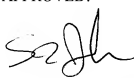
In order to better manage the demand for on-line training, these restrictions will remain in place until a new process for approval and prioritization has been developed. Additionally, the report managing functions of the e-learning system have been restricted to the On-line Training Unit staff. A compliance report can be requested by contacting them at, (310) 342-3050.

Should you or a member of your staff have any questions, please contact Sergeant Donna Cox, On-line Training Unit, Training Division, at (310) 665-0384.

APPROVED:



TERRY S. HARA, Deputy Chief  
Commanding Officer  
Personnel and Training Bureau



STEPHEN R. JACOBS, Commander  
Chief of Staff  
Office of the Chief of Police

DISTRIBUTION "B"